LONG BEACH PUBLIC SCHOOLS

Board of Education
President
Maureen Vrona, Esq.
Vice President
Tina Posterli
Trustee
Anne Conway
Sam Pinto
Dennis Ryan, Ph.D.

District Administration
Superintendent of Schools
Dr. Jennifer Gallagher
Assistant Superintendent for Curriculum & Instruction
Dr. Paul Romanelli
Assistant Superintendent, Finance and Operations
Michael I. DeVito, Esq.
Assistant Superintendent, Personnel and Administration
Dr. Michele Natali

Lido School
Dr. Ivelisse Hernandez
Principal
Sharon Weiss
Assistant Principal

Lido Elementary School
237 Lido Blvd. Lido Beach, NY 11561
P : (516) 897-2140 * F : (516) 771-3783

Family Handbook
2019-2020
Long Beach Public Schools
Mission Statement

The mission of the Long Beach Public Schools is to develop inquiring, knowledgeable, and enthusiastic students who value and demonstrate critical thinking and problem solving.

Through collaborations and partnerships, Long Beach Public School graduates will be compassionate, life-long learners capable of achieving their personal goals as self-sufficient, responsible, and contributing citizens of a diverse global community.

Lido School
Mission Statement

The mission of the Lido family is to provide each student with memorable learning experiences in a safe, creative, and supportive environment that facilitates high academic achievement, collaboration, and character development.
NON-DISCRIMINATION POLICY
Non-Discrimination Policy, Annual Notice

The Long Beach City School District hereby advises students, parents, employees, and the general public that it offers employment and educational opportunities, including occupational educational opportunities, without regard to race, color, weight, height, sexual orientation, national origin, ethnic group, political affiliation, sexual identity, gender, religion, age, marital status, military status, veteran status, predisposing genetic characteristics, use of a recognized guide dog, hearing dog or service dog, or disability. Grievance procedures are available to interested persons by contacting either of the compliance officers listed below. Inquiries regarding this nondiscrimination policy may be directed to:

Michael DeVito, Esq., Dr. Michele Natali Dr. Sabrina Brancaccio or Dr. Paul Romanelli Dr. Michele Natali

Title IX compliance officers Section 504 compliance officer (sex discrimination) (handicap discrimination)

Long Beach City School District
235 Lido Blvd.
Lido Beach, NY 11561
516-897-2090, 897-2112 or 897-2255

Long Beach City School District
235 Lido Blvd.
Lido Beach, NY 11561
516-897-2200 or 897-2112

A copy of the secondary vocational education courses offered is available to district residents and may be obtained on our web site, www.lbeach.org or by calling 516-897-2019.

Poliza de no discriminación, Anuncio anual

El distrito escolar de la ciudad de Long Beach, por medio de la presente, informa a los estudiantes, padres de familia, empleados y al público en general que éste ofrece empleo y oportunidades educativas, incluyendo oportunidades vocacionales educativas sin distinción de raza, color, peso, altura, orientación sexual, origen nacional, grupo étnico, afiliación política, identidad sexual, género, religión, edad, estado civil, estado militar, estado de veterano, predisposición de características genéticas, uso de un perro guía reconocido, perro de servicio o incapacidad Los procedimientos para sus quejas están disponibles a las personas interesadas, contactando a cualquiera de las funcionarias del cumplimiento de la ley que están en la lista de abajo. Las preguntas con respecto a esta poliza de no discriminación deben ser dirigidas a:

Michael DeVito, Esq. o Dra. Michele Natali Dr. Sabrina Brancaccio o o Dr. Paul Romanelli Dra. Michele Natali

Funcionaria del cumplimiento de la ley Funcionaria del cumplimento de la ley Título IX Sección 504

Message from the Principal

Dear Lido Families:

Welcome to Lido Elementary School. We are looking forward to the first day of school and a fantastic partnership with each of our families.

The mission of the Lido Family is to provide each student with memorable learning experiences in a safe, creative, and supportive environment that facilitates high academic achievement, collaboration, and character development.

At Lido, we understand the importance of providing our children with the best quality education. We are confident that at Lido Elementary School, we will provide your child with an amazing educational experience.

Enclosed in this handbook, you will find important information for you and your child(ren) to have a successful school year. We ask that you read, review, and discuss the Lido School Family Handbook with your child(ren).

We look forward to a successful partnership and school year!

Sincerely,
Ivelisse Hernandez, Ed.D
Principal
**Table of Contents**

- Long Beach Public Schools Mission Statement ........................................... 1
- Lido School Mission Statement .................................................................. 1
- Message from the Principal ........................................................................ 2
- Lido Staff ..................................................................................................... 4
- Who to Call ................................................................................................ 5
- School Information ..................................................................................... 6—9
- Transportation ............................................................................................ 10
- Computer Network Terms & Conditions ..................................................... 11-12
- Administering of Medication in School ........................................................ 13
- Food Services ............................................................................................. 13-14
- Field Trips .................................................................................................. 14
- Emergency Cards ........................................................................................ 15
- Lido Library .................................................................................................. 16
- Lido School SEL ........................................................................................... 17
- Gun Free School Act ................................................................................... 18
- District Policy & Procedures Code of Conduct ............................................. 19-20
- Drug & Alcohol Policy Long Beach City School District ............................ 20-21
- Dignity Act .................................................................................................. 21
- Health Office ............................................................................................... 22
- Parent Teacher Association .......................................................................... 23
- Birthday Celebrations ................................................................................ 24
- Inclement Weather or Emergencies ............................................................... 25
- Grievance Procedures .................................................................................. 26 - 28
- Communication between School and Home ............................................... 29
- Title IX and Section 504 .............................................................................. 30
- Non-Discrimination Policy, Public Notification ........................................ 31-32

**SCHOOL HOURS**

**Pre-Kindergarten:**
- AM Session: 8:30 AM – 11:30 AM
- PM Session: 11:30 AM – 2:30 PM

**Kindergarten – Fifth Grade:**
- 9:00 AM – 3:30 PM

---

**Non-Discrimination Policy, Public Notification**

No student shall, on the basis of race, color, weight, height, sexual orientation, national origin, ethnic group, political affiliation, sexual identity, gender, religion, age, marital status, military sta-tus, veteran status, predisposing genetic characteristics, use of a recognized guide dog, hearing dog or service dog, or disability. Be excluded from participation in, be denied the benefits of, or otherwise be subject to unlawful discrimination under any career and technical education pro-gram or activity. Inquiries regarding this nondiscrimination policy may be directed to: Michael I. DeVito, Esq. Dr. Michele Natali or Dr. Paul Romanelli, Title IX Coordinators, 235 Lido Blvd, Lido Beach, NY 11561, 516-897-2090, 516-897-2112 or 516-897-2255 respectively, or Dr. Sabrina Brancaccio or Dr. Michele Natali, Section 504 Coordinators, 235 Lido Blvd, Lido Beach, NY 11561, 516-897-2200 or 516-897-2112.

**Política de no discriminación, Notificación Pública**

Ningún estudiante, en base a su género, raza, color, peso, altura, orientación sexual, origen nacional, grupo étnico, afiliación política, identidad sexual, género, religión, edad, estado civil, estado militar, estado de veterano, predisposición de características genéticas, uso de un perro guía reconocido perro de servicio o incapacidad podrá ser excluido de participar en cualquier carrera y programa técnico educativo o actividad, o ser negado de los beneficios como partícipe de éstos, de lo contrario estará siendo sujeto a discriminación ilegal en base a lo estipulado an-teriormente. Preguntas con respecto a la política de no discriminación deben ser dirigidas a: Michael I. DeVito, Esq. Dr. Michele Natali o Dr. Paul Romanelli, Coordinadores Título IX, 235 Lido Blvd, Lido Beach, NY 11561, 516-897-2090, 516-897-2112 o 516-897-2255 o Dra. Sabrina Brancaccio o Dra. Michele Natali, Coordinadores Sección 504, 235 Lido Blvd, Lido Beach, NY, 516-897-2200 o 516-897-2112.
TITLE IX AND SECTION 504

Initial Procedure:

1. Any student or employee in the school district who wishes to file a grievance (complaint) regarding discrimination shall, if possible, make such a request in writing. If unable to make the request in writing, contact an administrator or a compliance officer. The administrator or compliance officer will assist you to put the complaint in writing. The written complaint must be signed by the complainant, dated, and include, at a minimum, for each incident:

   a. Date, time, place;
   b. Alleged perpetrators of the discrimination (name, identifiers, e.g., student in complainant’s class, or teacher or vendor, etc.);
   c. Description of each incident, by date;
   d. Witnesses, if any (names and identifying information, e.g., 10th grade student in class with complainant, or teacher);
   e. Other relevant information; and
   f. Possible resolution—what you would like to see changed as a result of the investigation.

2. The written request should be forwarded by yourself or the administrator assisting you to the District Title IX and/or Section 504 compliance officer or to the principal of the school. If forwarded to the principal, s/he will forward the complaint to the District Title IX and/or Section 504 compliance officer. Michael DeVito, Esq., Dr. Michele Natali, Title IX Coordinators, 235 Lido Blvd, Lido Beach, NY 11561, 516-897-2090 or 516-897-2112. Sabrina Brancaccio, Section 504 Coordinator, 235 Lido Blvd, Lido Beach, NY 11561, 516-897-2200.

3. The Compliance officer or his/her designee will:
   a. Begin an investigation. The investigation will be prompt and equitable to all parties. The compliance officer will interview all parties, including witnesses, if any;
   b. Render a decision within thirty (30) days after receipt of complaint and notify the Complainant, Superintendent, Principal, and others who need to be advised of the decision. If additional time is needed for good cause, e.g., key witnesses cannot be interviewed in a timely manner, the decision will be made as soon as reasonably possible. If the decision is to be delayed for good cause, Complainant, Superintendent, and Principal of the school shall so be notified and an estimated date for a decision will be noted.
   c. Within one week of the decision, enact or start the changes/recommendations, if any, based on the decision.
   d. Complainant has one week to accept or appeal the compliance officer’s decision.

   1. Accept the decision: So notify the compliance officer in writing;
   2. Disagree with the decision: Appeal the decision in writing by notifying the compliance officer in writing.

LIDO STAFF
## Who to Call

**TRANSPORTATION**
Transportation Department: Nancy Nunziata .......... 897-2132

**INSTRUCTIONAL DIRECTORS AND COORDINATORS**
- Athletics, Physical Education and Health: Arnold Epstein .. 897-2069
- ENL and Student Internships: Evelyn Daza ........ 897-2114
- Literacy Pre-K-12: Dr. Lorraine Radice ............ 897-2027
- Instructional Technology: Dr. Patrick Kiley-Rendon ... 897-2129
- Mathematics Pre-K-12: Christopher Kozak ......... 771-3979
- Media, Visual & Performing Arts: Julia Lang-Shapiro .. 897-6500

**LIDO SCHOOL DIRECTORY**
- Principal: Ivelisse Hernandez, Ed.D ................. 897-2141
- Assistant Principal: Sharon Weiss .................. 897-2228
- Main Office Secretary: Linda Papetti ............... 897-2141
- Office Secretary: Roberta Malkin.................... 897-2141
- Pre-K Kindergarten Secretary: Maris Lynch ........ 897-2141
- Health Office: Nancy Murray......................... 897-2149
- Coordinator of Special Education: Kimberly Liguori.... 897-2200
- Psychologist, Michelle LaForest ..................... 897-2117
- Social Worker, Sally Keiser ......................... 897-2143

## Communication between School and Home

We at Lido Elementary School work to build a partnership with our families. We will make every effort to maintain close contact with our students’ families. Throughout the school year, we will have multiple events to help support us in accomplishing our goal.

**Lido Back to School Night**
On September 25, 2019, Lido School hosts our Back To School event. Parents have the opportunity to visit their child’s classroom and meet the teacher. Expectations for the school year and general information are providing during this event.

**Parent-Teacher Conferences**
Parent-teacher conferences are held twice during the school year; once in the Fall and again in the Spring. Parents are notified, in advance, of the available dates and times so a convenient appointment can be arranged.

Parents should feel free to request a conference with their child’s teacher at any time, during the school year. Please send a note to your child’s teacher, or contact the school office to set up an appointment.

**Report Cards**
Parents receive a formal report of their child’s progress three times a year. Report cards are sent in November or early December, prior to the Fall parent-teacher conferences. The second report is sent in March, prior to the Spring parent-teacher conferences, and the final report is sent home on the last day of school in June.

Please reference our Long Beach School Calendar for additional information via our website: [www.lbeach.org](http://www.lbeach.org).
GRIEVANCE PROCEDURES (cont.)

DEFINITIONS

Grievance: An issue that a student or employee believes is a violation of his/her civil rights. This issue involves the violation, interpretation, or application of any article of Part 86, Rules and Regulations and/or the laws or regulations cited at the top of document.

Student: Any person enrolled as a student in any school and/or educational or recreational program authorized by the school district.

Employee: Any full-time or part-time teacher, clerical staff person, teaching assistant, custodial staff member, administrator, nurse, physician, occupational therapist, physical therapist, psychologist, social worker, guidance counselor, bus driver or aide, food service staff member, lunch or building aide, or any person receiving compensation for services rendered to the school district.

Compliance Officer or Compliance Coordinator: The person(s) designated by the school district Board of Education to coordinate efforts to comply with civil rights laws and regulations.

Superintendent: The Superintendent of Schools or his/her designated representative.

Refers to:

1. Title VI of the Civil Rights Act of 1964, which prohibits, discrimination on the basis of race, color, and national origin. 34 CFR Part 100 (Title VI)
2. Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of sex. 34 CFR Part 106 (Title IX)
3. Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability. 34 CFR Part 104 (Section 504)
4. Section 503 of the Age Discrimination Act of 1975, which prohibits the discrimination on the basis of age. 34 CFR Part 90 (Age Discrimination Act)
5. Americans with Disabilities Act of 1990, which prohibits discrimination on the basis of disability. 28 CFR Part 35, Title II of the ADA (ADA)
6. Guidelines for Elimination Discrimination and Denial of Services on the Basis of Race, Color, National Origin, Sex, and Handicap in Vocational Educational Programs. 34 CFR Part 100, Appendix B. (Guidelines)

School Information

Access to the School Building and Arrival Procedures

All visitors are expected to enter through the main entrance with photo identification and sign in.

Pre-Kindergarten teachers are ready to receive the children in the classrooms at 8:30 AM for the morning session or 11:30 AM for the afternoon session.

Kindergarten – Fifth grade teachers are ready to receive the children at 9:00 AM. Children should not report to school before that time. Students arriving after 9:15 AM will be marked late.

Buses will discharge the children at 8:55 AM. Parents dropping off children must make sure that children cross where the security guard is located. No vehicles will be allowed in front of the school during drop-off time.

Please note: The new building does not have the capacity to accommodate a waiting area for parents during dismissal. Please plan accordingly when picking up your child during dismissal; especially during inclement weather, as you will need to wait outdoors.

Absence from School

When a child is sick, he/she should remain home. If a child has a contagious disease, it should be reported to the nurse so that parents of children who have been exposed may be notified. For example, chickenpox, strep throat, lice, pink eye, ringworm, etc.

The child is well enough to return to school when:

- The nose does not run
- There is no fever for at least 24 hours or longer without Tylenol
- The cough is well controlled during a typical day’s activities
- The throat is not red
- The eyes do not look pink or have a discharge
- The parents feel the child is ready to go outside. A child whose parents feel he/she is not ready to go outside at recess, lunchtime, during physical education periods, or fire drills, is not well enough to be in school. It often happens that a relapse may be worse than the original illness.

When in doubt, the parent is urged to consult the family physician, especially if the child’s absences are frequent. If necessary activities must be curtailed, a letter from the physician explaining the circumstances and the length of time for restriction should be sent to the school nurse.
**DELAYED OPENING**
A delayed opening will occur when it is determined that road and weather conditions are hazardous at the normal school opening time, but are expected to improve within one and one-half (1 ½) hours thereafter. When a delayed opening is announced, schools will open one and one-half (1 ½) hours after the regular starting time. School buses will make all of their regular stops one and one-half (1 ½) hours after their standard starting times.

- A delayed opening can become Emergency School Closing if weather and road conditions worsen.

All schools will be dismissed at their regular times when the opening of school is delayed.

**Dismissal Procedures**

Pre-Kindergarten dismissal begins at 11:20 AM for the AM session and 2:20 PM for the afternoon session. Pick-up for children who do not ride the bus is at 11:15 AM and 2:15 PM.

All children grades Kindergarten – Fifth grade are dismissed at 3:30 PM. Children may only ride on the bus designated on their bus pass. NO EXCEPTIONS.

Children who walk home are dismissed at the same time.

Students will be released only to a parent or legal guardian; unless other instructions are given in writing. All students must be signed out at the security desk before 3:10 PM. After 3:10 PM please wait for your child in the outside designated area. NO EXCEPTIONS.

If you decide to pick up your child at the end of the school day and the child does not expect you, please go to the security desk. In the interest of order and safety, parents may not go to the classroom.

Please do not offer to take other children home unless the school has a note from the parent of that child. School personnel can not release children to anyone other than a parent.

Verbal phone messages requesting that a child be released to someone other than the parent cannot be accepted.

**Dropping Children Off in the Morning**
A section of the parking lot is available for dropping children off at school. This section is clearly marked. There is a guard at the crosswalk to assist the children crossing the driveway. Please remain in your car during “drop off.”

**GRIEVANCE PROCEDURES (cont.)**

**Concurrent Appeals or Appeal of the School Board-Level appeal**
A complainant can, while the investigation is happening at the school level, also contact any of the following agencies and request that an independent investigation be conducted:

- **New York Office for Enforcement**
  - Phone: 646-428-3900
  - Fax: 646-428-3843

- **Office for Civil Rights**
  - Fax: 646-428-3843

- **U.S. Department of Education**
  - TDD: 877-521-2172
  - 32 Old Slip, 26th floor
  - New York, NY 10005
  - e-mail: OCR.NewYork@ed.gov
  - http://www2.ed.gov/about/offices/list/ocr/index.html, for civil rights discrimination information based on race, color, national origin, sex and/or handicap.

- **NYS Division of Human Rights**
  - Phone: 212-480-2522
  - 1-888-392-3644
  - 20 Exchange place, 2nd floor
  - New York, NY 10005
  - http://www.dhr.state.ny.us/

- **New York Civil Liberties Union**
  - Phone: 212-607-3300
  - Fax: 212-607-3318
  - 125 Broad Street, 19th floor
  - New York, NY 10004
  - http://www.nyclu.org

Note that if a complainant wishes to carry the appeal process to the school board level, and is dissatisfied with the School Board-level decision, s/he must request a review by the Office of Civil Rights (OCR) within sixty (60) days of the School Board’s decision.
Grievance Procedures

First Appeal Level: Superintendent-level appeal

1. The compliance officer will forward all materials, including the letter requesting appeal of the initial decision, to the Superintendent of Schools for review.
2. The Superintendent or designee will schedule a meeting within thirty (30) days of receipt of the request for review/appeal.
3. The participants at the scheduled meeting shall be, at a minimum, the complainant, the compliance officer, and the Superintendent and/or his/her designee.
4. The Superintendent, or designee(s), shall conduct a prompt, impartial, equitable, and thorough review of the materials. S/he shall have the right to re-interview witnesses, e.g., if testimony is unclear or new evidence has been brought to light, or to interview additional witnesses if needed to ensure and equitable decision.
5. The Superintendent, or designee, will present a decision within thirty (30) days after the meeting of the parties unless additional time is needed for good cause. If additional time is needed, the complainant shall so be notified, and provided with an estimated date of the appeal decision.
6. The decision of the Superintendent or designee shall be in writing, and sent to the complainant, the principal of the school of the complainant, and the compliance officer.
7. The complainant has one week to accept or appeal the Superintendent-level decision. The complainant shall notify the Superintendent’s officer, in writing, whether s/he accepts or wishes to appeal the decision.

Appeal of the Appeal: School Board-level appeal

1. Should the complainant not be satisfied with the Superintendent-level decision, complainant should follow the above steps but with a copy of the appeal letter being sent to the School Board in addition to the Superintendent’s Office. A record should be made of the date the letter is sent by the complainant, and the date the School Board received the letter requesting further review.
2. The School Board shall hire or appoint persons who are impartial and who have not been otherwise involved in the investigation of this complaint to conduct a prompt, fair, equitable, and thorough investigation of this complaint. The person(s) hired or appointed to conduct this investigation must be knowledgeable in the civil rights laws pertaining to the alleged violation of the complainant, and be knowledgeable in conducting investigations of alleged violations of said law(s).
3. A decision shall be made by the School Board based on the recommendation and findings of the investigator(s) appointed by the School Board within thirty (30) days from the date the complainant’s letter requesting further review is received. If a decision cannot be made within thirty (30) days for good cause, the complainant shall so be notified. The complainant shall be provided with an estimated date for the decision to be made.

Early Dismissal

If a parent/guardian knows in advance that his/her child is going to be picked up from school before the normal dismissal time, a note MUST be sent in with the child. The note is to be given to the classroom teacher.

Before a child is released, the “custody” file will be checked. If the office staff does not know the parent/guardian, a photo I.D. will be asked for and required before the child is released. In the event that a person other than the parent/guardian is picking up the child, a note is required from the parent/guardian. Only in extreme emergency will a phone call be accepted. A photo I.D. of the person picking up the child will be required before the child is released. Parent/guardian must stop at the security desk to sign-out the student.

Illness at School

If a child becomes ill, while at school, the school nurse will telephone and ask that the child be taken home.

Lateness

It is important that children arrive at school on time. Students arriving at school after 9:15 AM must obtain a late pass from the security desk. Lateness will be recorded on report cards and student academic records.

Lost & Found

Parents are encouraged to label all of their children’s belongings. In the event an item is lost, your child can check the lost and found. Lost and found is located in the cafeteria. Items that are not retrieved within a reasonable period of time will be donated to charity.

Messages/Use of Office Telephone

Messages for teachers or students will be left in the teacher’s mailbox. Students are permitted to use the phone located in the Lido Main Office. The use of the telephone will be determined by the office staff.
PARENT CALENDAR
A monthly parent calendar will be sent home with your child. Please check your child’s backpack for the calendar. In addition, the calendar can also be found on the school website.

PARKING ON SCHOOL GROUNDS
Please park your vehicle in the parking lot, and Handicapped Parking is available for a vehicle with the proper sticker. Parking in the front of the building, even for a brief period, makes it difficult for school buses to drop off or pick up students and increases the danger of automobile traffic.

REPORTING STUDENT ABSENCES
The parent/guardian is required to notify the school whenever their child is absent. Students may not make reports of absenteeism.

Calls must be made to the Attendance/Health Office: 897-2148, before 8:30 AM. Please state your child’s name, teacher’s name, grade, and the reason for the absence.

If a call is not received by the school, the health office will call your home or a designated telephone number to verify your child’s absence. It is essential that you notify the school when there are changes to the telephone numbers noted on the emergency card.

Upon your child’s return to school, please send a written excuse to his/her teacher even though you have reported the absence by telephone. New York State Department of Education mandates a written note in order to receive an excused absence.

VISITORS
All parents and visitors are required to sign in and present photo I.D. at the security desk. A visitor’s pass will be issued. You will then proceed to your designated location. Please refrain from visiting areas that are not indicated on your pass.

- Please schedule an appointment if you would like to meet with your child’s teacher.
- Visitations to classrooms are by appointment only.
- Please return the Visitor’s Pass to the security desk.

INCLEMENT WEATHER OR EMERGENCIES
In the event of severe weather or hazardous road conditions, the school may be closed or the starting time delayed.

Emergency school closing will be noted promptly on our district website: www.lbeach.org

As per Long Beach Public School District policy, school closing and delayed opening decisions will be made before 6:00 AM, and will be announced on the website and the following radio stations:

- WALK 97.5 FM
- WBAB 102.3 FM
- WHLI 1100 AM
- WINS 1010 AM
- WCBS 880 AM
- WGBB 1240 AM
- WOR 770 AM
- CABLE TV’S Channel 12

Please note: At approximately 6:00 AM, the Fire Department will sound the fire horns with one (1) blast followed by six (6) blasts. This sequence will be repeated three (3) times when schools are to be canceled or delayed in opening. This signal will also alert you to tune into the radio or TV stations listed for additional information.
BIRTHDAY CELEBRATIONS

Dear Lido Families:

Due to the rise in the number of children with life threatening allergies at Lido School, Pre-K – Fifth Grade, the following policy regarding birthday celebrations must be adhered to as we embark upon a new school year.

In lieu of food items, such as: birthday cakes, cupcakes, cookies, juice, sodas and goodie bags, etc., you may celebrate and recognize your child’s birthday with a special birthday hat. You can also read your child’s favorite book to higher class, or schedule a time in the classroom to create a special project with your child’s classmates.

Please contact your child’s teacher to secure a date and time for the celebration. Students in grades 4-5 must have their celebrations at 2:00 p.m. this will ensure the least amount of disruption in instructional time.

Again, the issue of life threatening allergies is a serious one and we must take all precautions to keep all children safe. Lido School is committed to providing the best possible learning environment while at the same time considering our students who may have serious medical needs.

Thank you for your continued cooperation and understanding.

Valerie Hamilton
Assistant Principal

Transportation

All students, in Pre-Kindergarten through- Fifth grade taking the bus must carry their bus passes at all times and presented it to bus drivers.

*Please note, as of September 2018, there will only be one (1) alternate after-school stop per student.

Also, please be aware, there will be no transportation to any after-school religious instruction program.

Special note to Pre-Kindergarten and Kindergarten parents:

Pre-K & Kindergarteners will be seated in the front rows of the bus.

NO PRE- K & KINDERGARTEN WILL BE DROPPED OFF AT HIS/HER STOP without a parent or adult guardian there to pick him/her up.

If you have problems or questions concerning transportation, please call 516-897-2132.
COMPUTER NETWORK TERMS AND CONDITIONS

The Board considers student and staff access to a computer network and technology to be a powerful and valuable educational and research tool. The K-12 instructional program integrates the use of computers and computer-related technology throughout the district solely for the purpose of advancing and promoting learning and teaching. Technology is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. The key concept underlying technology is interconnectivity; something that allows administrators, teachers, and more importantly, students, to access an unparalleled array of communication and information resources. In compliance with the Children’s Internet Protection Act, the district employs a filtering system that is designed to block access to visual depictions of pornography, obscenity and other material deemed illegal, inappropriate or harmful to minors. Website traffic passes through this filter on all student Internet-enabled computers. All users of the district’s computer network and technology must understand that use is a privilege, not a right, and that use entails responsibility.

COMPUTER NETWORK TERMS AND CONDITIONS

1. Acceptable Use
The purpose of technology is to support research and education in and among academic institutions by providing access to unique resources and the opportunity for collaborative work. The use of the Long Beach City School District network must support education and research and be consistent with the educational objectives of the school district. Transmission of any material in violation of United States or state regulation is prohibited. This includes, but is not limited to, copyrighted material, threatening or obscene material, expressions of bigotry, racism or hate, or material produced by trade secret. Use of commercial activities is generally not acceptable. Use of product advertisement or political lobbying is also prohibited. The use of unauthorized software on the network and the loading or downloading of all copyrighted material is strictly prohibited.

PARENT TEACHER ASSOCIATION

The PTA is the strongest link between home and school. By joining the PTA, you’ll be able to become a partner in advancing the educational goals of the school district while enhancing the welfare of your children.

The Lido School PTA is open to parents, grandparents, teachers, staff, and members of the community. We encourage you to join our PTA.

PTA MEETINGS

Pre-K PTA
September 19, 2019 @ 9:30 AM
January 7, 2020 @ 9:30 AM
April 30, 2020 @ 9:30 AM
May 21, 2020 @ 9:30 AM

Lido PTA
September 4, 2019 @ 9:30 AM
December 18, 2019 @ 9:30 AM
April 30, 2020 @ 9:30 AM
May 21, 2020 @ 9:30 AM
Our Lido School Nurse monitors the health of all students and is the liaison between the school and health agencies.

All students are required to have an updated pink Emergency Card on file in the Health Office so please fill it out completely and make sure it is signed by the parent or guardian. The Health Office should be advised AS SOON AS POSSIBLE of change of address, phone numbers, and emergency contact person(s).

- In case a child is ill and a parent cannot be reached, please be sure that the school has a current emergency number on file.
- Parent/Guardian work and/or cell numbers are essential.
- Contagious diseases and conditions, such as fifth disease, strep throat, flu, and lice, must be reported to the Lido School Nurse.

Please do not send a child to school with an ailment for the nurse to diagnose and treat. The school is responsible only for providing children who become ill in school. School health services, provided by a full-time R.N., include the administration of first aid, emergency care, screening in all grades for visual and auditory acuity, immunization supervision for all entering students, communicable disease control, and scoliosis screening for students in third through fifth grade.

We require a doctor’s note for any student who is be excused from physical education and recess for more than 2 days. The note should state how long the child must be out of physical activities.

---

**HEALTH OFFICE**

897-2148
8:45 AM – 3:30 PM

---

**COMPUTER NETWORK TERMS AND CONDITIONS (cont.)**

2. **Privileges**

The use of technology is a privilege, and inappropriate use will result in a cancellation of those privileges. Each student and staff member who receives an account is responsible for that account and its usage. Under no circumstances may a student or staff member share his or her account with anyone other than the district director of technology/information services. All students and staff members will be required to attend an orientation session with a Long Beach staff member to discuss the proper use of technology. In the event of a dispute concerning appropriate use of technology, the designated building administrator will be the final arbiter of appropriateness.

3. **Network Etiquette**

Students and staff members are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

- Be polite. Do not get abusive in your messages to others.
- Use appropriate language. Do not swear, use vulgarities or other inappropriate language.
- Do not engage in illegal activities.
- Do not reveal your screen name, password, address, telephone number or any other personal information.
- Do not use the network in any way that would disrupt its use by others. Note that email and access to the district computer network are not guaranteed to be private. People who operate the system will have access to all folders/files/email. Messages relating to, or in support of, illegal activities will be reported to the proper authorities.

4. **Security**

Security on any computer system is a high priority, especially when the system involves many users. If a student or staff member believes there is a technology security problem, a Long Beach administrator must be notified. The problem is not to be demonstrated to other users. Attempts to log onto the network with any other person’s identity will result in the cancellation of user privileges.

5. **Personal Devices**
Administering of Medication in School

The New York State Education Department prohibits the administration of medication to children in school unless the following requirements are met:

1. A note must be on file in the school’s Health Office from the student’s physician, which includes the name of medication, dosage, and frequency of administration.
2. A note from the student’s parent requesting the student is given the medication.
3. The medication should be supplied in a clearly labeled pharmacy bottle with the name of the child, name of the medication, and dosage.
4. Children who may require medication, for a chronic problem such as asthma, must have a renewal of the order every September.

The school cannot administer over-the-counter medications without a signed prescription from your child’s doctor.

FOOD SERVICES

Lido School offers free, reduced, and paid breakfast and lunch programs. Eligibility for free and reduced meals is based upon the economic need of the family. Applications are distributed to determine eligibility each September and may be obtained through the district website or health office throughout the school year.

Student Lunch

Lunch is available daily. Meals can be pre-paid or purchased on a daily basis. Checks should be made out to “LBCSD Lunch Fund.” Lunch prices can be found on the menu.

Students receive monthly menus indicating the “hot meal” of the day. Sandwiches are offered daily. Milk accompanies each meal along with snacks, which are also available daily for separate purchase.

DRUG AND ALCOHOL POLICY—(CONT.)

4. In order to educate students as to the dangers associated with alcohol and drug abuse, the health education curriculum shall include instruction concerning alcohol and drug abuse and its prevention for grades K-12.

5. The District will use the following principles as guides for the development of substance use and abuse prevention efforts and with respect to any disciplinary measures related to the use of alcohol and/or drugs:

- Alcohol, drug and other substance use and abuse is preventable and treatable.
- Alcohol, drug and other substance use and abuse inhibits the District from fulfilling its central mission of educating students.
- The conduct of the Board of Education, administration, teachers and staff should be a model of the behavior required of students.
- While the District can and must assume a leadership role in alcohol, drug and other substance use and abuse prevention, such efforts will be successful only through coordinated, collaborative efforts among parents, students, staff, and the community as a whole.
- Smoking is prohibited on school property, including but not limited to all school district buildings or facilities, all school district vehicles, and on school district grounds, at all times.

ADOPTED: February 12, 1991

The Dignity Act

New York State’s Dignity for All Students Act took effect on July 1, 2012. The Dignity Act addresses a New York State education law regarding instruction in civility, citizenship and character education by expanding the concepts of tolerance, respect for others and dignity to include awareness and sensitivity in the relations of people, including but not limited to different races, weights, national origins, ethnic groups, religions, religious practices, mental or physical abilities, sexual orientations, gender identity and sexes. The Dignity Act also requires boards of education to include language addressing the Dignity Act in their codes of conduct.

On or before July 1, 2012, schools were required to implement school employee training programs, commencing with the 2012—2013 school year and thereafter, to promote a positive school environment that is free from discrimination and/or harassment on school property or at a school function.

As prescribed by the Dignity Act, at least one employee in every school shall be designated as a Dignity Act Coordinator. The designation of each Dignity Act Coordinator shall be approved by the Board of Education. Our coordinators are the principals of each school and the assistant superintendent for curriculum and instruction.
DRUG AND ALCOHOL POLICY LONG BEACH CITY SCHOOL DISTRICT
DRUG AND ALCOHOL ABUSE

Preamble

The Board of Education of the Long Beach Public Schools is committed to the prevention of alcohol, drug and other substance use and abuse. This policy is intended to describe the philosophy of our District and the programs the District has developed or will develop to promote healthy lifestyles for its students and staff and to discourage the use and abuse of alcohol, drugs, and other substances.

1. No person may use, possess, sell and/or distribute alcohol or illicit drugs, nor may any person use or possess drug paraphernalia, on school grounds or at school-sponsored events, except drugs as prescribed by a physician or other medical professional. The phrase “alcohol and/or illicit drugs” shall be construed to refer to all substances including, but not limited to liquor, wine, wine coolers, beer, inhalants, marijuana, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-a-likes, and any of those substances commonly referred to as “designer drugs.” The inappropriate use of prescription and over-the-counter drugs also shall be prohibited.

2. The following persons shall be prohibited from entering school grounds or school-sponsored events: Any person exhibiting behavior, conduct, or personal or physical characteristics indicative of having used or consumed alcohol and/or drugs, or any person whom school personnel have reasonable grounds to suspect has used alcohol and/or drugs.

3. Any staff member observing the possession or usage by students of alcohol and/or drugs shall report the incident immediately to the principal or his/her designee. The principal or designee shall take action as follows: Any such substance found shall be confiscated immediately, followed by notification to the Superintendent of Schools and parent(s) or guardian(s) of the student(s) involved. Appropriate disciplinary action will be taken as noted in the District’s School Conduct and Discipline Code. As against said student(s) in its effort to maintain a drug and alcohol-free environment, the District shall cooperate to the fullest extent possible with local, state, and/or federal law enforcement authorities as well as coordinate a therapeutic intervention through the building Pupil Service Team.

Breakfast Program

The school breakfast program provides a healthy morning meal for students. Every school breakfast includes milk, fruit or fruit juice, and bread, cereal, and/or muffins. When your children arrive at school in the morning, have them let their teacher know that they will be buying breakfast. It’s just a short walk to the cafeteria.

Breakfast is available daily from 9:00 AM – 9:15 AM. Meals can be pre-paid or purchased on a daily basis. Checks should be made out to “LBCSD Lunch Fund.” Breakfast prices can be found on the menu.

Snack

Please send your child with a healthy snack each day. We ask you to please refrain from sending candy, chips, cookies, and juice. Additionally, please be reminded that it is considered a “working snack” so it would be helpful if the food is easy to eat with little cleanup involved. Due to allergies, a snack will not be provided by the school.

Field Trips

Field Trips are an important part of the educational program at Lido School.

- A signed permission slip is required for each child for all trips. Children without a signed slip will NOT be allowed to attend the trip, and the student will be provided an alternative classroom setting.
- Students who are unable to maintain appropriate behavior in the classroom may jeopardize their opportunity to go on a field trip. Parents/Guardians will be notified prior to the trip if there is some concern.

The classroom teacher will provide specific instructions for costs, lunch, appropriate dress, arrival, and departure times. If the weather is bad, call the main office to find out the status of the trip.

Parents are welcome to chaperone selected trips.
As a valued member of the school team, parents are expected to assist in the supervision of children. Your child’s teacher will provide instructions.
Emergency Cards

It is essential to have a pink emergency card with updated information on file. Please provide additional contact numbers in the event of an emergency. Also, the signed medical card allows emergency care to be given in the event that a parent cannot be reached. Please be assured that we make every attempt to contact parent/guardians if there is an emergency.

Changes to Emergency Cards

Please inform the main office, in writing, if there is a change in the following:

1. Phone number
2. Family status
3. Business/Cell Phone number
4. Doctor
5. Emergency numbers to call if you cannot be reached
6. Address changes must be done through the Registration Office. Parents/guardians must fill out the change of address form and provide current proof of residency.

If you will be away from home for an extended period of time, please send a note to the classroom teacher indicating who will care for your child while you are away.

CODE OF CONDUCT (Cont.)

We at Lido School expect all students to conduct themselves in an appropriate and civil manner, with proper regard for the rights and welfare of other students, district personnel and other members of the school community, and for the care of school facilities and equipment.

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their own behavior, as well as the consequences of misbehavior.

The Long Beach Code of Conduct outlines prohibited student conduct in Chapter VI. Briefly outlined below, students may be subject to disciplinary action when they engage in conduct that is:

- Disorderly
- Insubordinate
- Disruptive
- Violent
- Endangering the safety, health, or welfare of others

Action will be taken if misbehavior occurs within the school building, on the playground, or on the bus.

The District Code of Conduct can also be located in the Long Beach City District calendar.
DISTRICT POLICY & PROCEDURES
CODE OF CONDUCT

Student Rights and Responsibilities

Student Rights
The district is committed to safeguarding the rights given to all students under state and federal law. In addition, to promote a safe, healthy, orderly and civil school environment, all district students have the right to:

1. Take part in all district activities on an equal basis regardless of race, color, national origin, religion, gender, sexual orientation, or disability.
2. Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty.
3. Be provided with school rules and, when necessary, receive an explanation of those rules from school personnel.

Student Responsibilities
All district students have the responsibility to:

1. Contribute to maintaining a safe and orderly school environment that is conducive to learning and to show respect to other persons and to property.
2. Be familiar with and abide by all district policies, rules, and regulations dealing with student conduct.
3. Attend school every day unless they are legally excused and be in class on time, and prepared to learn.
4. Work to the best of their ability in all academic and extracurricular pursuits and strive towards their highest level of achievement possible.
5. React to direction given by teachers, administrators, and other school personnel in a respectful, positive manner.
6. Work to develop mechanisms to control their anger.
7. Ask questions when they do not understand.
8. Seek help in solving problems that might lead to discipline.
9. Dress appropriately for school and school functions within the guidelines of the school dress code.
10. Accept responsibility for their actions.

Our Library

We are fortunate to have a well-stocked library housing thousands of books, magazines, computer software, reference materials and much more. Great care and effort have gone into maintaining these materials.

Many more books and other reading materials are added each year. It is up to our students to take care of our library. Many more students can enjoy our materials for years to come if we take care of them.

We encourage the children to borrow books and materials often. It is important that your child understand:

- To return books and materials on time so other students can enjoy them.
- To take good care of what they have borrowed.
- Not to write on any pages or tear them out.

Students are responsible for textbooks and library books and are expected to pay for them if lost or damaged. Charges will be levied based on the original cost of the text and/or library book.
LIDO SCHOOL SEL

REALM AND EMOTIONAL (SEL) COMPETENCIES

SELF-AWARENESS
The ability to accurately recognize one's own emotions, thoughts, and values and how they affect one's behavior in social situations. One's ability to articulate one's own feelings and thoughts in a clear and concise manner. The ability to engage in self-reflection and self-evaluation.

SOCIAL AWARENESS
The ability to take the perspectives of and empathize with others, socializing from diverse backgrounds and cultures. The ability to understand social and ethical norms for behavior in general and in specific contexts, and to make informed, considerate decisions and actions with regard to others.

RESPECTFUL DECISION-MAKING
The ability to make constructive choices about personal behavior and social interactions based on ethical values, personal well-being, and the well-being of others.

RESPONSIBLE DECISION-MAKING
The ability to make constructive choices about personal behavior and social interactions based on ethical values, personal well-being, and the well-being of others.

LEVEL OF SUPPORT
One's ability to communicate effectively and interactively with others in a safe, supportive, and respectful manner.

LEVEL OF CONFLICT
The ability to resolve conflicts constructively, and seek and offer help when needed.

COMMUNICATION
One's ability to express ideas and emotions clearly and effectively, and to listen actively to others.

SOCIAL ENGAGEMENT
One's ability to be engaged and active in social situations, and to establish and maintain positive relationships with others.

RELATIONSHIP BUILDING
One's ability to work collaboratively with others to achieve common goals.

TEAMWORK
One's ability to work effectively as a member of a team.

LEVEL OF ENGAGEMENT
One's ability to be engaged and active in social situations, and to establish and maintain positive relationships with others.

LEVEL OF MENTAL HEALTH
One's ability to manage and maintain mental health and well-being.

GUN FREE SCHOOL ACT

The Board of Education shall comply with the requirements of the Gun-Free Schools Act of 1994.

After a hearing pursuant to Education Law Section 3214, the Board shall require the automatic expulsion for not less than one year of any student who has been determined to have brought a firearm to school. The Board shall authorize the Superintendent of Schools to modify this suspension pursuant to his/her judgment, on a case-by-case basis. The Board shall provide the suspended student with appropriate alternative instruction during the period of his/her suspension.

A firearm shall be defined as any weapon (including a starter gun) which will or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of such weapon; any firearm muffler or silencer; or any destructive device. Antique firearms shall not be included in this definition.

Pursuant to relevant case law for students who are classified as disabled, a suspension for more than ten (10) days constitutes a change in placement. If a student with a disability violates this policy by bringing a firearm to school, the Board shall adhere to the hearing requirements of the Education Law and, pursuant to the Commissioner’s Regulations, refer the student back to the Committee on Special Education (CSE) for a change in placement.

If a parent challenges the CSE’s recommendation of a change in placement, the options pursuant to the Individuals with Disabilities Education Act and recent case law will be available to the CSE. These options are: No change in placement, and interim placement, or the Board may seek a court order to suspend a dangerous student with a disability for more than ten (10) days.

The Board shall continue to offer students with disabilities a free appropriate education despite an expulsion imposed as a result of this policy.


Adopted: June 28, 1994